

CIA INTERNAL USE ONLY

27 August 1957

STAT

MEMORANDUM FOR: Chief, Intelligence School

SUBJECT : Weekly Activities Report #35  
20 - 27 August 1957

STAT

1. Basic Supervision. New reading kits for the Basic Supervision course were completed this past week. In addition, the Supplementary kits for the course were revised.

STAT

STAT

[ ] is now engaged in further planning for a possible pre-supervision course. Means of identifying appropriate candidates, determination of actual subject matter, and consideration of available reading and case materials are chief concerns at this stage of the planning process.

STAT

2. Basic Management. On Friday, 23 August [ ] and [ ] visited Mr. Carl Auvil, Chief, Program Section, Executive Office of the Secretary, Navy Department, to discuss existing training programs of a management nature for civilian personnel of the Department of the Navy.

On Monday, 26 August, [ ] contacted Donald Hayse, Special Assistant to the Chief, Bureau of Foreign Commerce, Department of Commerce for discussion relative to development of their program for management personnel.

STAT

On Tuesday, 27 August, [ ] visited [ ] Chief, O&M Staff (~~Q&M~~ area) to discuss suggestions for emphasis within OTR's Management Training courses.

STAT

3. Personnel. On Monday, 26 August, [ ] joined the staff of Management Training. We are delighted to have [ ] aboard and are looking forward to his assistance in the improvement of our programs.

STAT

4. Social Notes from all over. [ ] received the formal report covering their endeavors during the PETB testing. Applications will be forthcoming in one case for the Metropolitan Police Department and in the other case for a female position in our Medical office.

[ ]  
Chief, Management Training

STAT

CIA INTERNAL USE ONLY